

Jordan Valley
Authority

Software Selection
Assessment Criteria

Financial Accounting
System Program

July 2000

OSC Member
FAS Team Member



FORWARD

Collaborative Approaches for Resolving Water Issues





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ACRONYMS

AP	Accounts Payable
AR	Accounts Receivable
CFI	Call for Information
COA	Chart of Accounts
FA	Fixed Assets
GL	General Ledger
H/W	Hardware
IC	Inventory Control
JC	Job Costing
MOF	Ministry of Finance
OE	Order Entry
PO	Purchase Order
RDBMS	Relation Database Management System
S/W	Software
WIP	Work In Progress

ARABIC EXECUTIVE SUMMARY

ملخص تنفيذي باللغة العربية

يتمثل الهدف من هذا الملخص في تقديم نظرة عامة على النظام المالي المحاسبي (modules) الذي تم تطويره، والذي يهدف إلى تحسين كفاءة العمليات المحاسبية وتسهيل إدارة البيانات المالية. النظام يتكون من عدة وحدات (modules) تعمل معًا لتوفير حلول متكاملة للمؤسسات. من أهم هذه الوحدات هي:

- الدفتر العام (General Ledger): الوحدة الأساسية التي تلتزم بمبادئ المحاسبة.
- نظام إدارة قواعد البيانات العلائقية (Relational Database Management System): الذي يضمن تخزين البيانات بشكل آمن وسريع الوصول.

يتميز النظام بسهولة الاستخدام وقدرته على التكيف مع احتياجات المؤسسات المختلفة. كما أنه يوفر تقارير مالية دقيقة ومفصلة، مما يساعد المديرين على اتخاذ قراراتهم بناءً على بيانات موثوقة.

بالإضافة إلى ذلك، يدعم النظام عمليات المراجعة الداخلية والتحكم في التكاليف. هذا يجعله أداة قيمة لأي مؤسسة تسعى إلى تحسين أدائها المالي وإدارة مواردها بفعالية.

يتمتع النظام بأعلى مستويات الأمان، مع تنفيذ إجراءات صارمة لحماية البيانات من التهديدات الخارجية والداخلية. كما أنه يتوافق مع المعايير الدولية والمحلية للمحاسبة، مما يسهل على المؤسسات الامتثال للوائح التنظيمية.

للمزيد من التفاصيل، يرجى الرجوع إلى الوثائق المرفقة:

- ملف المستخدم: يشرح كيفية استخدام النظام.
- ملف الإدارة: يوضح إجراءات الصيانة والتحديث.

- الوثائق الفنية
- الوثائق القانونية

يتم توفير النظام كحزمة متكاملة، مما يسهل على المؤسسات البدء في استخدامه فورًا.

- **الدفتر العام (General)**: الوحدة الأساسية التي تلتزم بمبادئ المحاسبة. توفر تقارير مالية دقيقة ومفصلة.

- **الدفتر العام (General Ledger)**: الوحدة الأساسية التي تلتزم بمبادئ المحاسبة. توفر تقارير مالية دقيقة ومفصلة.

- **الحسابات المدفوعة (Accounts Payable)**

- **الحسابات المستحقة (Accounts Receivables)**

- **التحكم في المخزون (Inventory Control)**

- **تكاليف الوظيفة (Job Costing)**

- **الأصول الثابتة (Fixed Assets)**

يتم توفير النظام كحزمة متكاملة، مما يسهل على المؤسسات البدء في استخدامه فورًا.

- 資料庫系統/ 資料庫系統
 - 資料庫系統 資料庫系統 資料庫系統 Flat File
 - 資料庫系統 資料庫系統 資料庫系統 RDBMS
 - 資料庫系統 資料庫系統 Microsoft
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 - Hardware, Software and Network Requirements
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 - 資料庫系統 資料庫系統 資料庫系統 資料庫系統 資料庫系統 資料庫系統 (Server)

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EXECUTIVE SUMMARY

Financial accounting systems are structured as software modules. These modules can run standalone, or can be integrated with a General Ledger (GL). A Relation Database Management System (RDBMS) is the reservoir for all data maintained and processed by all modules.

The General Ledger, Accounts Payable (AP), Accounts Receivables (AR), and Work In Progress (WIP) are examples of those modules.

Certain modules can run as standalone modules, whereas others require the General Ledger module in order to operate.

The Chart of Accounts (COA) contains monetary values related to financial transactions generated by the different financial software modules. The Chart of Accounts contains a list of all accounts, including revenue, expenses and fixed assets.

The criteria are divided into two categories, accounting and computer, each consisting of the following sections:

<ul style="list-style-type: none"> • General • General Ledger (GL) • Accounts Payable (AP) • Inventory Control (IC) • Accounts Receivables (AR) • Job Costing (JC) • Fixed Assets (FA) 	ACCOUNTING
<ul style="list-style-type: none"> • Customization, Development Tools and Database • Hardware (H/W), Software (S/W) and Network Requirements & Installation • Internet Support • Learning Curve • Implementation Curve • User Interface Language • Replication Facility • Support for minimum of 3 Decimal Places • Vendor Marketing Issues • Client Operating System • Server Operating System • Client/Server Architecture • Flat-File Database Support • RDBMS Support • Microsoft Compliance • Support for Network Protocols 	COMPUTER

Those specifications/requirements are broken into mandatory (M) and desirable (D). Mandatory indicates that it is a required and binding feature, whereas desirable indicates our interest in knowing whether the software can provide such features. For this reason, the criteria assigns values for availability of more options in the base package.

A Call For Information (CFI) was distributed to nearly all major software vendors in Jordan. Thirty-seven vendors were requested to respond to the aforementioned criteria.

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CHAPTER 1

INTRODUCTION

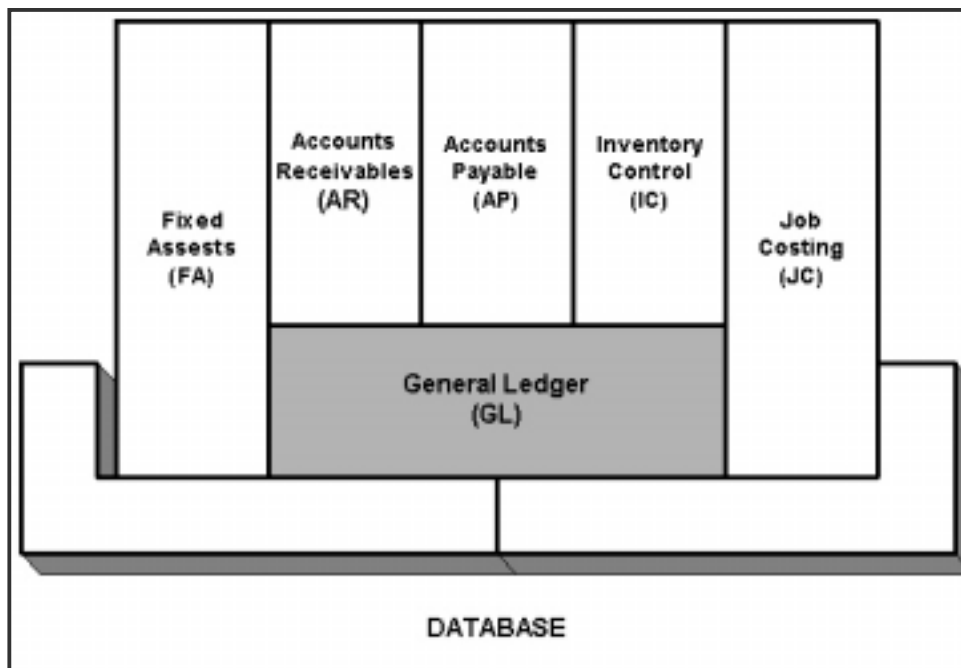
Financial accounting programs process all types of accounting transactions. These include transactions affecting accounts in both the general and special journals. Financial accounting programs organize transaction processing in modules and provide a software link (i.e. programmatic) between these modules. Generally, all accounting software(s) is designed in the shape of modules and built over the main module, which is the General Ledger.

The GL module includes the chart of accounts and contains detailed monetary information about an organization's various assets, liabilities, owner's equity, revenues and expenses. The module is also used to record the general journal transactions.

Accounting software can include other modules that integrate with the GL module such as: Accounts Receivables, Accounts Payable, Inventory Control and Fixed Assets. Entries are recorded in these modules and update the GL on either a periodic or real-time basis.

Depending on the complexity of the accounting software, it may include additional modules such as Job Costing (JC), Order Entry (OE), Purchase Orders (PO) and Payroll.

Figure 1.1
Financial Accounting Software Modules Interdependency Chart



This report is prepared in accordance with the following Financial Accounting System Program work plan items: "Assess ACCPAC and Other Accounting Software Packages" (1.6.1) and "Develop Evaluation Criteria" (1.7.2).

A Call For Information has been forwarded to thirty-seven software vendors. These vendors either represent an international company specialized in the field of accounting or develop in-house applications.

The vendors were requested to supply information in the form of a capability statement. The capability statements clearly highlight the software specification requirements necessary to meet accrual accounting and JVA needs.

The program team members developed the following criteria in cooperation with JVA team members and was approved by the oversight committee members.

Responses were then collected, graded and tabulated in order to qualify vendors for receipt of a "Request For Proposals," as stated in work plan item "Develop Request For Proposal" (1.7.1).

CHAPTER 2

SOFTWARE ASSESSMENT CRITERIA STRUCTURE

The criteria are divided into two broad categories, accounting and computer, and consist of the following sections:

<ul style="list-style-type: none"> • General • General Ledger (GL) • Accounts Payable (AP) • Inventory Control (IC) • Accounts Receivables (AR) • Job Costing (JC) • Fixed Assets (FA) 	ACCOUNTING
<ul style="list-style-type: none"> • Customization, Development Tools and Database • Hardware (H/W), Software (S/W) and Network Requirements & Installation • Internet Support • Learning Curve • Implementation Curve • User Interface Language • Replication Facility • Support for minimum of 3 Decimal Places • Vendor Marketing Issues • Client Operating System • Server Operating System • Client/Server Architecture • Flat-File Database Support • RDBMS Support • Microsoft Compliance • Support for Network Protocols 	COMPUTER

The General Ledger, Accounts Payable, Inventory, Accounts Receivables, Job Costing and Fixed Assets sections describe functional specifications for the Financial Accounting Software modules, whereas computer technical requirements are covered in the computer portion. Those specifications/requirements are broken into mandatory (M) and desirable (D). Mandatory indicates that it is a required feature and is binding, whereas Desirables indicates our interest in knowing whether the software can provide such features. For this reason, the criteria assign values for availability of more options in the base package. A grade of 10 (maximum) is given to those desirable options with high importance and demand.

The objective of these criteria is to act as a statement of capabilities. This criteria will be used to short-list vendors and establish an idea of what can be provided in terms of functionality. Later, this criteria is to be taken further and developed in conjunction with the RFP, and act as the complete terms of reference and rules for the awarded vendor.

1. Section Descriptions

1.1 General

The General section describes functional items which have to be met by all software modules (GL, AP, AR, IC, JC). This section contains a total of 79 points. As previously indicated, points are granted to optional items so as to help the evaluation committee in developing a better idea of each software proposed.

Mandatory items must be met. An example of a mandatory item is Arabic Language Support, which contains the following two items:

- Bilingual Data Entry: Allows data to be entered into system in both Arabic and English (Latin); and
- Bilingual Interface: Indicates that the software should be able to display its windows and related objects (Fields, Menus, Text Boxes, etc.) in both Arabic and English (Latin).

It is necessary that the software have the capability to enter and present all reports and inquires in Arabic, because people are not as familiar with the English language and its related accounting terminology.

General				79
	Arabic language support	M		
	Bilingual data entry	M		
	Bilingual interface	M		
	Allows entry verification before updating data	D		
	Allows user to verify & amend the entries before final updating	D	5	
	Approval of transactions before posting	D	2	
	Provides for audit trail capability	M		
	Provides transaction reference to trace source documents	M		
	Provides user ID, time and date of transaction	D	2	
	Provides totals per transaction type	D	2	
	Provides input coding reduction techniques (accounts short code, look up, etc.)	D		
	Distributed data entry (Multi-users)	M		
	Multi-access to data fields	M		
	Ability to accept and process journal entries from other systems	D		
	Must be able to perform accrual accounting	M		
	Ability to report on prior year and current year data, with user defined accounting periods	D		
	Ability to calculate and report on percentages	D		
	Ability to access information by user-defined queries such as cost center, location and activity	D		
	Ability to generate interim reports (monthly, quarterly, semi-annually or on demand)	D		
	Assign access rights per function & field	D		
	Alphanumeric coding is available	D		
	Ability to process multi-currency transactions	M		
	Ability to access historical information using standard reports and	D		

General				79
	queries			
	Built-in system and accounting controls	M		
	Does not accept unbalanced transaction	M		
	Identifies users, passwords and access rights	M		
	Online validation of fields value	M		
	Ability to open more than one year concurrently	M		

1.2 General Ledger (GL)

The General Ledger (GL) section has an overall point value of 38 for desirable options. The GL is the fundamental block for all financial accounting software. The technical specifications listed below describe what is required from the GL module including: Chart of Accounts (COA), transaction processing, security requirements, reporting capabilities and the ability to support cash and accrual basis accounting through the generation of Ministry of Finance (MOF) and accrual reports.

The classification of specifications into Mandatory and Desirable is also reflected in this section, as described in the General section.

General Ledger (GL)				38
	The General Ledger should be the single source of valid COA values for all financial systems	M		
	The General Ledger should be the single source of valid COA values for all interfaced systems	M		
	Chart of Accounts structure should allow account segmentation and reporting for each segment	M		
	The COA structure must accommodate at least 20 digits and allocate them among at least 5 segments	M		
	Ability to maintain multiple company accounts within the same ledger	D		2
	Ability to maintain budgets on the account level	M		
	Ability to calculate and report on percentages	D		4
	Ability to track budget changes after updating	D		8
	Ability to allocate overheads based on user-defined multiple criteria	D		4
	Process year-end closing automatically	M		
	Provide month-end closing	M		
	Integrates with spreadsheets and word processing software	D		8
	Generates reports for the monthly transaction totals per account	D		6
	GL Security			
	The ability to maintain the COA should be restricted to specific users through system security	M		
	GL Reporting			6
	Availability of report customization tools	D	6	
	Ability to produce automated financial statements and reports for line of business, by cost center or activity and for the whole entity	M		
	Ability to generate the MOF required reports:			
	Monthly bank reconciliation and details of the outstanding items	M		
	Monthly analysis of check disbursements according to	M		

General Ledger (GL)						38
		type of expense				
		Monthly analysis of budgeted and actual amounts	M			

1.3 Accounts Payable (AP)

The Accounts Payable (AP) section has an overall point value of 19 for desirable options. AP maintains vendor master files holding vendor-related information. Typically, the AP module processes checks and produces check registry. Over time, information stored in the AP sub-ledger can be used to build historical reports for analysis and tracking.

The classification of specifications into Mandatory and Desirable is also reflected in this section as described in the General section.

Accounts Payable (AP)						19
		Maintains vendor master files	M			
		Maintains vendor history and statistics	D		2	
		Payables analysis	D		2	
		Provides purchase order tracking	D		6	
		Automated check writing	D		1	
Accounts Payable Reports						
		Generates vendor transaction history reports	D		4	
		Generates vendor balance aging reports	D		4	

1.4 Inventory Control (IC)

The Inventory Control (IC) section has an overall point value of 76 for desirable options. The IC modules process and maintain store-related information. Such information describes item classification, coding system functionality, reorder methods and other related information.

The classification of specifications into Mandatory and Desirable is also reflected in this section as described in the General section.

Inventory Control (IC)						76
		Provides auto coding according to a defined criteria as per category classification	D		7	
		Ability to segment inventory by class or category, supplier, location, etc.	D		6	
		Ability to generate user definable stock count sheets	M			
		Ability to provide multiple or external inventory location for multiple stores	M			
		Ability to track shelf life, special handling needs, warranty status	D		5	
		Ability to support different types of reorder planning, EOQ, safety stock, min/max quantity	D		6	
		Ability to maintain multiple manufacture commodity codes per item	D		6	
		Ability to support LIFO, FIFO, moving average, actual cost, replacement cost	M			
		Ability to support non-valuated inventory	D		8	

Inventory Control (IC)				76
	Ability to incorporate manufactured cost of internal items	D		4
	Ability to generate an audit trail for all inventory items	M		
	Ability to create accounting entries for inventory transactions	M		
	Ability to search for materials via keyword using logical operators	D		8
	Ability to return items and credit the issue transaction - including partials	D		6
	Ability to calculate and process write off and sale of scrap transactions	D		4
	Ability to identify materials in inspection area	D		6
	Maintains inventory items master files including technical item specification	D		10
Inventory Report				
	Reports on item transaction history	M		
	Audit trail reports	M		
	Stock taking sheets	M		
	Inventory \$ value reports	M		
	Scraped items reports	M		

1.5 Accounts Receivable (AR)

The Accounts Receivables (AR) section has an overall point value of 16 for desirable options. The AR module maintains customer related information. From such information, aging reports can be extracted.

The classification of specifications into Mandatory and Desirable is also reflected in this section as described in the General section.

Accounts Receivable (AR)				16
	Ability to record different types of receivables and revenues	M		
	Integrated with GL and provides capability to update GL with A/R transactions on a daily or weekly basis	M		
	Ability to generate AR aging reports for all or a group of receivables	M		
	Ability to bill based on various or combination of billing types with variable rates by customer	D		2
	Ability to generate recurring billing based on contract or terms of agreement	D		4
	Ability to accept and process transactions from other systems	M		
	Maintain customer master files	M		
	Generate invoices	D		2
	Account Receivable Reports			
	Receivables aging report	M		
	Receivables transaction history	M		
	Audit trial reports	M		
	Historical cash collection reports	D		8

1.6 Job Costing (JC)

The Job Costing (JC) section has an overall point value of 16 for desirable options. The JC module is targeted to serve locations such as the workshop at Fannoush where many maintenance activities are carried out.

The classification of specifications into Mandatory and Desirable is also reflected in this section as described in the General section.

Job Costing (JC)					16
		Job initiation	M		
		Allows data input and cost distribution	M		
		Analyzes job costing per cost item	D	8	
		Provides cost analysis and reporting	D	8	
		Generates GL transaction	M		
		Allows reporting per cost center	M		
		Ability to accept integration with other systems	M		

1.7 Fixed Assets (FA)

The Fixed Assets (FA) section has an overall point value of 46 for desirable options. The FA module holds fixed assets related information for items such as cameras, cars, and buildings, for example.

The classification of specifications into Mandatory and Desirable is also reflected in this section as described in the General section.

Fixed Assets (FA)					46
		Automatic fixed assets numbering based on user defined criteria	M		
		Fully integrated with the GL and COA	M		
		Automatically calculates the depreciation expense for a group or all assets	M		
		Allows different depreciation methods	D	8	
		Provides tracking of assets by responsibility, location, classification	M		
		Ability to maintain cost, book value, replacement value	D	10	
		Ability to track remaining asset value plus repair cost	D	8	
		Maintains fixed assets master files	M		
		Ability to merge assets	D	7	
		Ability to split assets	D	7	
		Ability to keep historical assets maintenance data	D	6	
		Fixed Assets Reports			
		Reports assets per location, classification, responsibility, etc.	M		
		Report monthly depreciation per asset, cost center, location, etc.	M		

1.8 Customization, Development Tools and Database

All items falling under this section are mandatory. Information is collected on the availability of a Software Development Kit (SDK) with support for Latin and Arabic languages. An SDK is a tool used to customize the software application. Screen layout customization tools provide a way by which administrators can customize a data entry screen to minimize data entry effort and required time.

Customization, Development Tools and Database			
		Industry Standards Development Tools with Arabic/ Latin Support	M
		Screen layout customization capability A/L	M
		Report customization capability A/L	M
		Availability of SDK	M
		Language of SDK	M
		Support Arabic in RDBMS data dictionary	M
		System error messages to be in Arabic	M
		Availability of administration manual	M

1.9 Hardware (H/W), Software (S/W) and Network Requirements and Installation

Items listed in this section are accompanied by the word “info,” indicating that vendors are to provide required information. Such information has been broken down into hardware and software requirements (Server/Client). The vendor is required to specify minimum hardware requirements (Memory, Storage, CPU power) for an operational installation of the package given the proposed number of concurrent users. In addition, the vendor is required to specify whether or not the package provides support for certain network protocols, network cards, and an ability to provide transaction load balancing and fault tolerance features. As described earlier, collected information is to be used for forecasting requirements and to eliminate vendors with software that can run on only one platform, network card or protocol.

H/W, S/W and Network Requirement and Installation			
		Hardware requirement server	Info
		Hardware requirement client	Info
		Network protocol	Info
		Network card compatibility	Info
		Transaction load balance	Info
		Initial installation size	Info
		Fault tolerance	Info
		Installation process/client easiness	Info
		Installation process/server easiness	Info

8.

1.10 Internet Support

Internet Support is a desirable option, indicating whether the proposed software is supported by its mother company through an internet knowledge base to which system administrators can log on, raise incident reports and problems and receive feedback.

1.11 Learning Curve, (Reversed Logic; High Curve gets low grades)

Vendors are required to document the learning curve process for suggested software. A learning curve should include training end-users, administrators and on-the-job training periods required to start use. Packages with lower learning curves are faster and easier to implement, thereby receiving higher grades.

1.12 Implementation Curve, (Reversed Logic; High Curve gets low grades)

The Implementation curve is the time-frame required to implement the software after training. The same logic applies to the implementation curve that applied to the learning curve.

1.13 User Interface

9.

All items in the User Interface section are mandatory.

User Interface Language			
		International version support	M
		English	M
		Arabic	M

1.14 Replication Facility

The diversity of JVA locations and the unavailability of a communication infrastructure is the motivating reason behind a replication facility. Replicating data from a single location to another is not simply an issue of copying data, but is an issue of consolidating data from multiple sources into one location with the ability to resolve collisions. For example, collisions can occur whenever a certain data record is updated from two different, unconnected locations simultaneously where replication to the central location is necessary.

A replication facility is a desirable option with a total point value of 3.

Replication Facility	D	3	3
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1.15 Support of minimum of 3 decimal places

Loans are granted to JVA in different currencies. The Jordanian Dinar is a currency with 3 decimal places. Some currencies, such as the Japanese Yen, have more than three decimal places, while others have less than three. The proposed software should be able to handle such a variation in the decimal place of each currency entered.

Support for minimum of 3 Decimal Places	M	0
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1.16 Vendor/Marketing Issues

The Vendor/Marketing Issues section has an overall point total of 9 for desirable options. Sales information regarding the proposed software and its client base should be included. Such information will guide the committee by developing an understanding of the company history, software adaptability and acceptance world-wide.

The classification of specifications into Mandatory and Desirable is also reflected in this section as described in the General section.

Vendor/Marketing Issues			
	Market share/worldwide		info
	Local support	M	

Vendor/Marketing Issues				9
	International support	D		
	Local client	D		
	Regional client	D	3	
	Update and upgrades	M		
	Vendor training	M		
	Year vendor started		4	
	Similar clients	D	2	

1.17 Client Operating System Support

The client operating systems approved by the Management Information System Steering Committee (MISSC) are Microsoft Windows 95 and 98 and Windows NT Workstation. Microsoft Windows 95 and Windows NT Workstation were found to be more stable and widely supported by all development tools, especially ORACLE Developer/2000. Based on this conclusion, the operating systems were grouped and marked as follows:

Client Operating System			
		Windows 95, Windows NT Workstation	M
		Windows 98	D

1.18 Server Operating System

JVA has the following operational operating systems:

Server Operating System			
		MS Windows NT Server	M
		UNIX – Data General	M
		UNIX – DEC Alpha	M
		UNIX – SUN Solaris	D

It may be necessary to install the proposed software on one of the four platforms listed above. Hence, the software should be able to integrate, run on top of, and interface with all the above.

1.19 Client/Server Architecture

The Client/Server Architecture section has an overall point value of 4 for desirable options. It is a software architecture that guides any software vendor through the process of developing a client/server application. Recently, all major software vendors adopted the 3-tier architecture. This section provides insights on the technology edge of the proposed software.

The classification of specifications into Mandatory and Desirable is also reflected in this section as described in the General section.

Client/Server Architecture					4
	Two (2) tier Client/Server		M		
	Three (3) tier Client/Server		D	4	

1.20 Flat-file Database Support

The Flat-file Database support section has an overall point value of 8 desirable options. The need may arise to install a certain module wherever a server of adequate specification, which can operate a relational database such as ORACLE, is not available. Software with the facility to run on-top of flat-file databases such as ISAM files is desirable, which are sometimes bundled within software packages.

The classification of specifications into Mandatory and Desirable is also reflected in this section as described in the General section.

Flat-file Database Support					8
		Btrieve	D	4	
		ISAM	D	4	

1.21 Relational Database Management System Support (RDBMS)

ORACLE is the standard RDBMS at the Ministry of Water and Irrigation, Jordan Valley Authority and Water Authority of Jordan. The proposed software should fully support ORACLE in order to interface and integrate with different applications if required.

RDBMS Support					
		Oracle	M		

1.22 Microsoft Compliance

Information is to be provided for software compatibility with Microsoft program interfaces and methods, such as MAPI and ODBC.

Microsoft Compliance					2
		MAPI compliant	M		
		ODBC compliant	M		
		OLE 2/Active X compliant	D		2

1.23 Support For Network Protocols

TCP/IP protocol is the standard protocol supported by JVA, MWI and WAJ. The proposed software should also support TCP/IP.

Support Network Protocols					
		TCP/IP	M		

CHAPTER 3

METHOD OF EVALUATION

Call For Information was distributed to nearly all-major software vendors in Jordan. Thirty-seven vendors were requested to respond to the aforementioned criteria.

After responses are collected, mandatory items have to be met in order for vendors to be qualified to receive an RFP. Favor for certain vendors will be based on the desirable options offered and the total grade (point value) the package accumulates. A vendor may be disqualified if it unable to support a required platform, such as ORACLE RDBMS.

CHAPTER 4

CALL FOR INFORMATION LETTER

Dear Sir,

Our "Financial Accounting System" program at the Jordan Valley Authority is currently in the process of looking for a financial package that can serve JVA needs as per the attached criteria.

The attached criteria classify our requirements into Mandatory (M) and Desirable (D). Mandatory indicates that the suggested software should and must conform in full with the specifications, whereas Desirable indicates that we would like to know whether such a feature can be supported.

At the current stage we are considering two options: ready-made packages or in-house developed application. Both options should comply fully with the attached criteria. For the in-house developed application we would like to receive information on the following:

- Required Time Frame to deliver the application completely.
- Estimated Cost (not binding)

On the attached criteria please indicate by the letter "Y" if the suggested solution meets the criteria and "N" if it does not. The word "info" in the criteria indicates that information about the given subject is to be supplied. It will be highly appreciated if a company profile can be included.

Additional criteria related details are accepted and appreciated.

You are kindly requested to send your reply no later than 14-Feb-2000 to the address below:

FORWARD Project
Financial Accounting System Program
Jordan Valley Authority
Ministry of Water & Irrigation
Room No. 342
Tel: +962 6 5689400 ext. 420
Fax: +962 6 5697264
Mobile: +962 79 539003
Email: ramezm@mwi.gov.jo

For further inquiries or details please do not hesitate to contact me on the above numbers.

Best Regards,
Ramez Mallouk
Financial Accounting System Program
FORWARD Project

CHAPTER 5

SOFTWARE ASSESSMENT CRITERIA TO VENDORS

Software Assessment Criteria			
Please indicate by Yes or No were applies			
Product			Yes / No
General			
	Arabic language support	M	
	Bilingual data entry	M	
	Bilingual interface	M	
	Allows entry verification before data updating	D	
	Allows user to verify and amend the entries before final updating	D	
	Approval of transactions before posting	D	
	Provides for audit trail capability	M	
	Provides transaction reference to trace source documents	M	
	Provides user ID, time and date of transaction	D	
	Provides totals per transaction type	D	
	Provides input coding reduction techniques (accounts short code, look up, etc.)	D	
	Distributed data entry (multi-users)	M	
	Multi-access to data fields	M	
	Ability to accept and process journal entry from other systems	D	
	Must be able to perform accrual accounting	M	
	Ability to report on prior year and current year data, with user defined accounting periods	D	
	Ability to calculate and report on percentages	D	
	Ability to access information by user-defined queries such as cost center, location and activity	D	
	Ability to generate interim reports (monthly, quarterly, semi-annually or on demand)	D	
	Assign access rights per function & field	D	
	Alphanumeric for coding is available	D	
	Ability to process multi-currency transactions	M	
	Ability to access historical information using standard reports and queries	D	
	Built-in system and accounting controls	M	
	Does not accept unbalanced transaction	M	
	Identifies users, passwords and access rights	M	
	Online validation of fields value	M	
	Ability to open more than one year concurrently	M	
General Ledger (GL)			
	The General Ledger should be the single source of valid COA values for all financial systems	M	
	The General Ledger should be the single source of valid COA values for all interfaced systems	M	
	Chart of Accounts structure should allow account segmentation and reporting for each segment	M	
	The COA structure must allow to accommodate at least 20 digits and allocating them among at least 5 segments	M	

	Ability to maintain multiple company accounts within the same ledger	D	
	Ability to maintain budgets on the account level	M	
	Ability to calculate and report on percentages	D	
	Ability to track budget changes after updating	D	
	Ability to allocate overheads based on user-defined multiple criteria	D	
	Processes year-end closing automatically	M	
	Provide month-end closing	M	
	Integration with spreadsheets and word processing software	D	
	Generates reports of the monthly transactions total per account	D	
	GL Security		
	The ability to maintain the COA should be restricted to specific users through system security	M	
	GL Reporting		
	Availability of reports customization tools	D	
	Ability to produce automated financial statements and reports for line of business, per cost center or activity and for the whole entity	M	
	Ability to generate the MOF required reports:		
	Monthly bank reconciliation and details of the outstanding items	M	
	Monthly analysis of check disbursement according to type of expense	M	
	Monthly analysis of budgeted and actual amounts	M	
	Accounts Payable (AP)		
	Maintains vendor master files	M	
	Maintains vendor history and statistics	D	
	Payables analysis	D	
	Provides purchase order tracking	D	
	Automated check writing	D	
	Accounts Payable Reports		
	Generates vender transaction history reports	D	
	Generates vendors balances aging report	D	
	Inventory Control (IC)		
	Provides auto coding according to a defined criteria such as per category classification	D	
	Ability to segment inventory by class or category, supplier, location, etc.	D	
	Ability to generate user definable stock count sheets	M	
	Ability to provide multiple or external inventory location for multiple stores	M	
	Ability to track shelf life, special handling needs, warranty status	D	
	Ability to support different types of reorder planning, EOQ, safety stock, min/max quantity	D	
	Ability to maintain multiple manufacture commodity codes per item	D	

		Ability to support LIFO, FIFO, moving average, actual cost, replacement cost	M	
		Ability to support non-valuated inventory	D	
		Ability to incorporate manufactured cost of internal items	D	
		Ability to generate an audit trail for all inventory items	M	
		Ability to create accounting entries for inventory transactions	M	
		Ability to search for materials via keyword using logical operators	D	
		Ability to return items and credit the issue transaction - including partials	D	
		Ability to calculate and process write off and sale of scrap transactions	D	
		Ability to identify materials in inspection area	D	
		Maintains inventory items master files including item technical specification	D	
	Inventory Report			
		Reports on items transaction history	M	
		Audit trail reports	M	
		Stock taking sheets	M	
		Inventory \$ value reports	M	
		Scraped items reports	M	
	Accounts Receivable (AR)			
		Ability to record different types of receivables and revenues	M	
		Integrated with GL and provides capability to update GL with AR transactions on a daily or weekly basis	M	
		Able to generate AR aging reports for all or group of receivables	M	
		Ability to bill based on various or combination of billing types with variable rates by customer	D	
		Able to generate recurring billing based on contract or terms of agreement	D	
		Ability to accept and process transactions from other systems	M	
		Maintain customer master files	M	
		Generates invoices	D	
	Account Receivable Reports			
		Receivables aging report	M	
		Receivables transaction history	M	
		Audit trial reports	M	
		Historical cash collection reports	D	
	Job Costing (JC)			
		Job initiation	M	
		Allows for data input and cost distribution	M	
		Analyzes job costing per cost item	D	
		Cost analysis and reporting	D	
		Generates GL transaction	M	

		Reporting per cost center	M	
		Ability to accept integration with other systems	M	
Fixed Assets (FA)				
		Automatic fixed assets numbering based on user defined criteria	M	
		Fully integrated with the GL and with COA	M	
		Automatically calculates the depreciation expense for a group or all assets	M	
		Allow different depreciation methods	D	
		Provides tracking of assets as per responsibility, location, classification	M	
		Ability to maintain cost, book value, replacement value	D	
		Ability to track remaining asset value plus repair cost	D	
		Maintains fixed assets master files	M	
		Ability to merge assets	D	
		Ability to split assets	D	
		Ability to keep historical assets maintenance data	D	
Fixed Asset Reports				
		Report assets per location, classification, responsibility, etc.	M	
		Reports monthly depreciation per asset, cost center, location, etc.	M	
Customization, Development Tools and Database				
		Industry Standards Development Tools with Arabic/Latin Support	M	
		Screen layout customization capability A/L	M	
		Report customization capability A/L	M	
		Availability of SDK	M	
		Language of SDK	M	
		Support Arabic in RDBMS data dictionary	M	
		System error messages to be in Arabic	M	
		Availability of administration manual	M	
H/W, S/W and Network Requirement & Installation				
		Hardware requirement server		
		Hardware requirement client		
		Network protocol		
		Network card compatibility		
		Transaction load balance		
		Initial installation size		
		Fault tolerance		
		Installation process/client easiness		
		Installation process/server easiness		
Internet Support			D	
Learning Curve, (Reversed Logic; High Curve gets low grades)				
Implementation Curve (Reversed Logic; High Curve gets low grades)				
User Interface Language				
		International version support	M	

		English	M	
		Arabic	M	
Replication Facility			D	
Support for minimum of 3 Decimal Places			M	
Vendor/Marketing Issues				
		Market share/worldwide		
		Local support	M	
		International support	D	
		Local client	D	
		Regional client	D	
		Update and upgrades	M	
		Vendor training	M	
		Year vendor started		
		Similar clients	D	
Client Operating System				
		Windows 95, Windows NT Workstation	M	
		Windows 98	D	
Server Operating System				
		MS Windows NT Server	M	
		UNIX – Data General	M	
		UNIX – DEC Alpha	M	
		UNIX – SUN Solaris	D	
Client/Server Architecture				
		Two (2) tier Client/Server	M	
		Three (3) tier Client/Server	D	
Flat-File Database Support				
		Btrieve	D	
		ISAM	D	
RDBMS Support				
		Oracle	M	
Microsoft Compliance				
		MAPI compliant	M	
		ODBC compliant	M	
		OLE 2/Active X compliant	D	
Support Network Protocols				
		TCP/IP	M	

CHAPTER 6

ORIGINAL SOFTWARE ASSESSMENT CRITERIA

<u>Software Assessment Criteria</u>						
			Weight			
Product			P	T	O/T	
General					79	
	Arabic language support	M				
	Bilingual data entry	M				
	Bilingual interface	M				
	Allows entry verification before data updating	D		7		
	Allow user to verify & amend the entries before final updating	D	5			
	Approval of transactions before posting	D	2			
	Provide for audit trail capability	M				
	Provides transaction reference to trace source documents	M				
	Provides user ID, time and date of transaction	D	2			
	Provides totals per transaction type	D	2			
	Provide input coding reduction techniques (accounts short code, look up, etc.)	D		6		
	Distributed data entry (multi-users)	M				
	Multi access to data fields	M				
	Ability to accept and process journal entry from other systems	D		10		
	Must be able to perform accrual accounting	M				
	Ability to report on prior year and current year data, with user defined accounting periods	D		8		
	Ability to calculate and report on percentages	D		4		
	Ability to access information by user-defined queries such as cost center, location and activity	D		10		
	Ability to generate interim reports (monthly, quarterly, semi-annually or on demand)	D		8		
	Assign access rights per function and field	D		8		
	Alphanumeric for coding is available	D		6		
	Ability to process multi-currency transactions	M				
	Ability to access historical information using standard reports and queries	D		8		
	Built-in system and accounting controls	M				
	Does not accept unbalanced transaction	M				
	Identify users, passwords and access rights	M				
	Online validation of fields value	M				
	Ability to open more than one year concurrently	M				
General Ledger (GL)					38	
	The General Ledger should be the single source of valid COA values for all financial systems	M				
	The General Ledger should be the single source of valid COA values for all interfaced systems	M				
	Chart of Accounts structure should allow account segmentation and reporting for each segment	M				
	The COA structure must allow to accommodate at least	M				

	20 digits and allocating them among at least 5 segments				
	Ability to maintain multiple company accounts within the same ledger	D		2	
	Ability to maintain budgets on the account level	M			
	Ability to calculate and report on percentages	D		4	
	Ability to track budget changes after updating	D		8	
	Ability to allocate overheads based on user-defined multiple criteria	D		4	
	Processes year-end closing automatically	M			
	Provides month-end Closing	M			
	Integration with spreadsheets and word processing software	D		8	
	Generate reports of the monthly transactions total per account	D		6	
	GL Security				
	The ability to maintain the COA should be restricted to specific users through system security	M			
	GL Reporting			6	
	Availability of reports customization tools	D	6		
	Ability to produce automated financial statements and reports for line of business and per cost center or activity and for the whole entity	M			
	Ability to generate the MOF required reports:				
	Monthly bank reconciliation and details of the outstanding items	M			
	Monthly analysis of checks disbursements according to type of expense	M			
	Monthly analysis of budgeted and actual amounts	M			
	Accounts Payable (AP)				19
	Maintains vendor master files	M			
	Maintains vendor history and statistics	D		2	
	Payables analysis	D		2	
	Provides purchase order tracking	D		6	
	Automated check writing	D		1	
	Accounts Payable Reports				
	Generates vendor transaction history reports	D		4	
	Generates vendors balances aging report	D		4	
	Inventory Control (IC)				76
	Provides auto coding according to a defined criteria as per category classification	D		7	
	Ability to segment inventory by class or category, supplier, location, etc.	D		6	
	Ability to generate user definable stock count sheets	M			
	Ability to provide multiple or external inventory location for multiple stores	M			
	Ability to track shelf life, special handling needs, warranty status	D		5	
	Ability to support different types of reorder	D		6	

		planning, EOQ, safety stock, min/max quantity				
		Ability to maintain multiple manufacture commodity codes per item	D		6	
		Ability to support LIFO, FIFO, moving average, actual cost, replacement cost	M			
		Ability to support non-valuated inventory	D		8	
		Ability to incorporate manufactured cost of internal items	D		4	
		Ability to generate an audit trail for all inventory items	M			
		Ability to create accounting entries for inventory transactions	M			
		Ability to search for materials via keyword using logical operators	D		8	
		Ability to return items and credit the issue transaction – including partials	D		6	
		Ability to calculate and process write off and sale of scrap transactions	D		4	
		Ability to identify materials in inspection area	D		6	
		Maintains inventory items master files including item technical specification	D		10	
		Inventory Report				
		Reports on items transaction history	M			
		Audit trial reports	M			
		Stock taking sheets	M			
		Inventory \$ value reports	M			
		Scraped items reports	M			
		Accounts Receivable (AR)				16
		Ability to record different types of receivables and revenues	M			
		Integrated with GL and provides capability to update GL with AR transactions on a daily or weekly basis	M			
		Able to generate AR aging reports for all or group of receivables	M			
		Ability to bill based on various or combination of billing types with variable rates by customer	D		2	
		Able to generate recurring billing based on contract or terms of agreement	D		4	
		Ability to accept and process transactions from other systems	M			
		Maintain customer master files	M			
		Generates invoices	D		2	
		Account Receivable Reports				
		Receivables aging report	M			
		Receivables transaction history	M			
		Audit trail reports	M			
		Historical cash collection reports	D		8	
		Job Costing (JC)				16

		Job initiation	M			
		Provides for data input and cost distribution	M			
		Analyzes job costing per cost item	D		8	
		Cost analysis and reporting	D		8	
		Generates GL transaction	M			
		Reporting per cost center	M			
		Ability to accept integration with other systems	M			
Fixed Assets (FA)						46
		Automatic fixed assets numbering based on user defined criteria	M			
		Fully integrated with the GL and with COA	M			
		Automatically calculates the depreciation expense for a group or all assets	M			
		Allows for different depreciation methods	D		8	
		Provides tracking of assets as per responsibility, location, classification	M			
		Ability to maintain cost, book value, replacement value	D		10	
		Ability to track remaining asset value plus repair cost	D		8	
		Maintains fixed assets master files	M			
		Ability to merge assets	D		7	
		Ability to split assets	D		7	
		Ability to keep historical assets maintenance data	D		6	
Fixed Asset Reports						
		Report assets per location, classification, responsibility, etc.	M			
		Report monthly depreciation per asset, cost center, location, etc.	M			
Customization, Development Tools and Database						
		Industry Standards Development Tools with Arabic/ Latin Support	M			
		Screen layout customization capability A/L	M			
		Report customization capability A/L	M			
		Availability of SDK	M			
		Language of SDK	M			
		Support Arabic in RDBMS data dictionary	M			
		System error messages to be in Arabic	M			
		Availability of administration manual	M			
H/W, S/W and Network Requirement & Installation						0
		Hardware requirement server			Info	
		Hardware requirement client			Info	
		Network protocol			Info	
		Network card compatibility			Info	
		Transaction load balance			Info	
		Initial installation size			Info	
		Fault tolerance			Info	
		Installation process/client easiness			Info	
		Installation process/server easiness			Info	

Internet Support		D		3	3
Learning Curve, (Reversed Logic; High Curve gets low grades)				2	2
Implementation Curve (Reversed Logic; High Curve gets low grades)				2	2
User Interface Language					
	International version support	M			
	English	M			
	Arabic	M			
Replication Facility		D		3	3
Support for minimum of 3 Decimal Places		M			0
Vendor/Marketing Issues					9
	Market share/worldwide		Info		
	Local support	M			
	International support	D			
	Local client	D			
	Regional client	D		3	
	Update and upgrades	M			
	Vendor training	M			
	Year vendor started			4	
	Similar clients	D		2	
Client Operating System					0
	Windows 95, Windows NT Workstation	M			
	Windows 98	D			
Server Operating System					0
	MS Windows NT Server	M			
	UNIX – Data General	M			
	UNIX – DEC Alpha	M			
	UNIX – SUN Solaris	D			
Client/Server Architecture					4
	Two (2) tier Client/Server	M			
	Three (3) tier Client/Server	D		4	
Flat-File Database Support					8
	Btrieve	D		4	
	ISAM	D		4	
RDBMS Support					0
	Oracle	M			
Microsoft Compliance					2
	MAPI compliant	M			
	ODBC compliant	M			
	OLE 2/Active X compliant	D		2	
Support Network Protocols					
	TCP/IP	M			

P: Points

T: Total

O/T: Overall Total

ANNEX A

TABULATION OF RESULTS

Table A.1
Tabulation of Results for Ready-Made Application

Vendor	Package	Criteria Section	O/T (D)	Grade (D)	Mandatory Options
KPMG	Oracle Financials	General	79	79	Mandatories are met
		General Ledger	38	38	Mandatories are met
		Accounts Payable	19	16	Mandatories are met
		Inventory	76	76	Mandatories are met
		Accounts Receivables	16	16	Mandatories are met
		Job Costing	16	16	Mandatories are met
		Fixed Assets	46	46	Mandatories are met
		Customizarion, Dvlp Tools and DB	-	-	Mandatories are met
		Internet Support	3	3	
		Learning Curve	2	1	
		Implementation Curve	2	1	
		User Interface Language	-	-	Mandatories are met
		Replication Facility	3	3	
		Support for minimum of 3 decimal	-	-	Mandatories are met
		Vendor Marketing Issue	9	9	Mandatories are met
		Client Operating System	-	-	Mandatories are met
		Server Operating System	-	-	Mandatories are met
		Client/Server Architecture	4	4	Mandatories are met
		Flat-File DB Support	8	0	
		RDBMS Support - Oracle	-	-	Mandatories are met
		MS Compliant	2	0	Mandatories are met
		TCP/IP Support	-	-	Mandatories are met
		Total	323	308	
UBM	JDEdwards	General	79	79	Mandatories are met

Vendor	Package	Criteria Section	O/T (D)	Grade (D)	Mandatory Options
		General Ledger	38	38	Mandatories are met
		Accounts Payable	19	19	Mandatories are met
		Inventory	76	76	Mandatories are met
		Accounts Receivables	16	16	Mandatories are met
		Job Costing	16	16	Mandatories are met
		Fixed Assets	46	46	Mandatories are met
		Customizarion, Dvlp Tools and DB	-	-	Mandatories are met
		Internet Support	3	3	
		Learning Curve	2	2	
		Implementation Curve	2	2	
		User Interface Language	-	-	Mandatories are met
		Replication Facility	3	3	
		Support for minimum of 3 decimal	-	-	Mandatories are met
		Vendor Marketing Issue	9	7	Mandatories are met
		Client Operating System	-	-	Mandatories are met
		Server Operating System	-	-	Mandatories are met
		Client/Server Architecture	4	0	Mandatories are met
		Flat-File DB Support	8	8	
		RDBMS Support - Oracle	-	-	Mandatories are met
		MS Compliant	2	2	Mandatories are met
		TCP/IP Support	-	-	Mandatories are met
		Total	323	317	
	Sage/Tetra	General	79	79	Mandatories are met
		General Ledger	38	38	Not all Mandatories are met
		Accounts Payable	19	19	Mandatories are met
		Inventory	76	61	Mandatories are met
		Accounts Receivables	16	16	Mandatories are met
		Job Costing	16	16	Not all Mandatories are met
		Fixed Assets	46	32	Not all Mandatories are met
		Customizarion, Dvlp Tools and DB	-	-	Not all Mandatories are met
		Internet Support	3	3	
		Learning Curve	2	0	
		Implementation Curve	2	0	
		User Interface Language	-	-	Mandatories are met

Vendor	Package	Criteria Section	O/T (D)	Grade (D)	Mandatory Options
		Replication Facility	3	0	
		Support for minimum of 3 decimal	-	-	Mandatories are met
		Vendor Marketing Issue	9	0	Mandatories are met
		Client Operating System	-	-	Mandatories are met
		Server Operating System	-	-	Not all Mandatories are met
		Client/Server Architecture	4	4	
		Flat-File DB Support	8	4	
		RDBMS Support - Oracle	-	-	Mandatories are met
		MS Compliant	2	2	Mandatories are met
		TCP/IP Support	-	-	Mandatories are met
		Total	323	274	
CCS	ROSS	General	79	79	Mandatories are met
		General Ledger	38	38	Mandatories are met
		Accounts Payable	19	19	Mandatories are met
		Inventory	76	65	Mandatories are met
		Accounts Receivables	16	11	Mandatories are met
		Job Costing	16	16	Mandatories are met
		Fixed Assets	46	46	Mandatories are met
		Customizarion, Dvlp Tools and DB	-	-	Mandatories are met
		Internet Support	3	3	
		Learning Curve	2	2	
		Implementation Curve	2	2	
		User Interface Language	-	-	Mandatories are met
		Replication Facility	3	3	
		Support for minimum of 3 decimal	-	-	Mandatories are met
		Vendor Marketing Issue	9	9	Mandatories are met
		Client Operating System	-	-	Mandatories are met
		Server Operating System	-	-	Mandatories are met
		Client/Server Architecture	4	4	Mandatories are met
		Flat-File DB Support	8	8	
		RDBMS Support - Oracle	-	-	Mandatories are met
		MS Compliant	2	2	Mandatories are met
		TCP/IP Support	-	-	Mandatories are met
		Total	323	307	

Vendor	Package	Criteria Section	O/T (D)	Grade (D)	Mandatory Options
CATS	ACCPAC	General	79	45	Not all Mandatories are met
		General Ledger	38	20	Not all Mandatories are met
		Accounts Payable	19	13	Mandatories are met
		Inventory	76	30	Mandatories are met
		Accounts Receivables	16	16	Mandatories are met
		Job Costing	16	16	Mandatories are met
		Fixed Assets	46	8	Answers were not fully available
		Customizarion, Dvlp Tools and DB	-	-	Answers were not fully available
		Internet Support	3	0	Answers were not fully available
		Learning Curve	2	0	Answers were not fully available
		Implementation Curve	2	0	Answers were not fully available
		User Interface Language	-	-	Answers were not fully available
		Replication Facility	3	0	Answers were not fully available
		Support for minimum of 3 decimal	-	-	Answers were not fully available
		Vendor Marketing Issue	9	9	Mandatories are met
		Client Operating System	-	-	Mandatories are met
		Server Operating System	-	-	Not all Mandatories are met
		Client/Server Architecture	4	0	Mandatories are met
		Flat-File DB Support	8	8	
		RDBMS Support - Oracle	-	-	Not Supported
		MS Compliant	2	0	Not all Mandatories are met
		TCP/IP Support	-	-	Mandatories are met
				Total	323
Ideal Solutions	Solomon	General	79	73	Mandatories are met
		General Ledger	38	34	Mandatories are met
		Accounts Payable	19	19	Mandatories are met
		Inventory	76	68	Not all Mandatories are met
		Accounts Receivables	16	16	Mandatories are met
		Job Costing	16	0	Not all Mandatories are met
		Fixed Assets	46	0	Not all Mandatories are met
		Customization, Dvlp Tools and DB	-	-	Not all Mandatories are met
		Internet Support	3	3	
		Learning Curve	2	2	

Vendor	Package	Criteria Section	O/T (D)	Grade (D)	Mandatory Options
		Implementation Curve	2	2	
		User Interface Language	-	-	Mandatories are met
		Replication Facility	3	3	
		Support for minimum of 3 decimal	-	-	Mandatories are met
		Vendor Marketing Issue	9	4	Mandatories are met
		Client Operating System	-	-	Mandatories are met
		Server Operating System	-	-	Not all Mandatories are met
		Client/Server Architecture	4	0	Not all Mandatories are met
		Flat-File DB Support	8	0	
		RDBMS Support - Oracle	-	-	Not Supported
		MS Compliant	2	2	Mandatories are met
		TCP/IP Support	-	-	Mandatories are met
		Total	323	226	

Table A.2
Tabulation of Results for In-House Developed Applications

Vendor	Period	Estimated Cost in JD
CATS	14 Month	75,000
RSS	24 Month	200,000
FACT	NA	NA
Arcadia	22 Month	289,000
PALCO	18 Month	200,000